

Gray's Pointe Condominium Association
C/o TWC Association Management
397 Herndon Parkway, Suite 100
Herndon, VA 20170
Board of Directors Meeting
Wednesday, May 18, 2016

BOARD MEMBERS PRESENT

Eneyda Bezares President
Holly Purcell Vice-President
Jim Mullins Treasurer *{left the meeting at 7:12 p.m.}*
Loraine Dragavon Member at Large

BOARD MEMBERS ABSENT

Barbara Cohen Secretary

MANAGEMENT ATTENDEES

Pam Ward TWC Association Management
Tammi Butler Recording Secretary, Notable Minutes, Inc.

HOMEOWNERS PRESENT

None

I. CALL TO ORDER - VERIFICATION OF A QUORUM

The General Session of the Board of Directors meeting was called to order at 6:42 p.m.

II. REVIEW OF MINUTES

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to accept the minutes for March 16, 2016 Board meeting as presented. The motion passed unanimously (4-0-0).

III. FINANCIAL REPORTS

The Board reviewed the March and April financial reports. Management stated that March was the last month of the 2015-16 fiscal year. The Association ended the year with a profit of \$18,269.75 which included the snow removal. A total of \$66,305.63 was spent on snow removal in January-March of 2016. Ms. Bezares inquired about specific items on the financial report. Ms. Bezares had a concern about a hole that was filled near Building 12926 because the problem still exists. Ms. Bezares does not want the Association to pay for something that has not been fixed. Management will follow up on the issue. Ms. Bezares requested having the pool fence replaced next year. Management will follow up on the work that was completed for the window leak in the amount of \$885.

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to accept the financial report for March and April. The motion passed unanimously (4-0-0).

IV. ACTION ITEMS

A. Front Porch Repairs – Management had Scot Chipman evaluate all of the porches in the community and he identified four porches that could have safety issues. The safety issues are when the treads or steps are irregular, and may present a trip hazard. Management identified eight porches but Mr. Chipman confirmed the issues were cosmetic and not safety issues. The Board agreed to have the four porches repaired which will cost \$51,175. There are a few other sidewalks that need to be addressed because the concrete is damaged. The total cost for the concrete will be approximately \$62,000. Management will reallocate money from the following reserve accounts the concrete reserve in order to cover the concrete projects: \$15,000 from irrigation, \$40,000 from the window and sliding glass doors, \$5,000 from plumbing and \$10,000 from roofs.

B. Management stated Reston Glass has measured all of the foyer windows to replace the glass that is fogged. The project will cost approximately \$3,000, and there is money in the window/door reserve for this.

{Mr. Mullins left the meeting at 7:12 p.m.}

C. Grounds Maintenance Evaluation – Management reported that Mr. Izzo from Peter's Landscape was receiving complaints from individuals in the community. Mr. Izzo informed Management that if the problem continued then he would discontinue service. The Board discussed increasing the scope of the work and redefining the expectations.

D. Landscaping Improvements – Management stated that the major improvements would be delayed until the fall. Ms. Bezares stated there were some areas in the community that need to be addressed now like some muddy areas that need grass. Management will have Mr. Izzo evaluate the property and submit a proposal. Management has not received any communication from Verizon for the utility boxes. Management filed a complaint with Fairfax County but no action has been taken.

E. Pool Opening – Management stated the pool will open a week from Saturday. Pool passes were mailed to everyone who submitted a complete application.

F. Maintenance Issues – Management stated there is a rat problem in Building 12889 – 12897. PestNow found a bag of bird seed in a closet along with bird feeders on the patio which may have contributed to the problem. The rats are in the walls of two units. PestNow is treating the building.

G. Website Transfer – Management stated the company that used to maintain the website was no longer interested in continuing the work. Management explained that the website could be transferred to AtHomeNet who recently partnered with TWC's software company, TOPS. AtHomeNet can transfer the website and maintain it for \$50 a month as well as redesign the website. Management will look into it further.

V. CORRESPONDENCE

There was no correspondence to discuss.

VI. OLD AND NEW BUSINESS

Ms. Ward explained that the management contract needs to be updated so that it is current. A contract addendum will be sent to Ms. Bezares for review.

VII. NEWSLETTER ITEMS

There was nothing to report.

VIII. MEMBER'S TIME

There were no members present.

IX. TIME & PLACE OF NEXT MEETING

The next meeting will be held on July 20, 2016.

X. ADJOURNMENT

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to adjourn the meeting at 7:43 p.m. The motion passed unanimously (3-0-0).